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DIRECTOR OF CENTRAL INTELLIGENCE
Security Committee

14 September 1983

SECURITY AWARENESS AND EDUCATION SUBCOMMITTEE
CHARTER

NAME/AUTHORITY. By letter dated June 10, 1982, the Chairman of the Director of Central Intelligence's Security Committee (SECOM) advised the members of a new standing subcommittee to be known as the Security Awareness and Education Subcommittee.

Definition. Security Awareness and Education supports all activities and programs within the Intelligence Community which are intended to or which tend to enhance the security of classified information. The concept encompasses all steps directed at individuals having authorized access to such information:

1. Awareness - to ensure and strengthen the conviction that there is a serious hostile threat necessitating protection of information which is sensitive and critical to national security.

2. Motivation - to convince those having access that the protective measures are reasonable, necessary and practical under the circumstances, and deserving of their support and strict compliance. Further, to promote full understanding that security breaches can result in irreparable damage to the national security and that effective security requires active participation by all cleared personnel.

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3. Training - to provide those having access with sufficient knowledge of protective security procedures so that they might comply.

4. Education - to provide those having access with sufficient understanding of the rationale behind the mandatory security procedures so that their actions will always be consistent with protective security policies.

Functions

1. The Subcommittee will meet regularly in order to:

- a. Establish and maintain lines of communication among all interested Security Awareness and Education components of agencies participating in SECOM;
- b. Provide a medium to exchange information, materials, ideas, resources and experiences in furtherance of mutual interest;
- c. Develop ideas and concepts to enhance all Security Awareness and Education Programs;
- d. Provide mutual encouragement and kindle interest in pursuit of objectives of mutual interest;
- e. Avoid duplication of effort in the development of programs and materials.

2. The Subcommittee will develop and maintain Minimum Standards for Security Awareness Programs.

3. The Subcommittee will report to SECOM, with recommendations when appropriate, problems in implementing Security Awareness and Education.

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4. The Subcommittee will undertake projects of universal application on an ad hoc basis and provide guidance to participants executing existing projects on the universality of their project.

The Subcommittee will promote and support the development of Security Awareness and Education materials of general benefit to participants.

6. The Subcommittee will prepare and submit to the SECOM an annual program, to include a budget, to support the development of Security Awareness and Education projects and materials.

COMPOSITION AND ORGANIZATION

1. The Subcommittee Chairman will be appointed by the Chairman of the SECOM.

2. Members will be designated by agencies represented by principals on the SECOM.

3. Observers are invited to participate from any Executive Branch entity interested in protecting national security information, subject to the approval of the Chairman of the SECOM

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